

GUIDELINE	PERFORMANCE	EXCEPTIONS & DEVIATIONS
<p>1. Notification Procedures</p> <ul style="list-style-type: none"> • Notification procedures should include: • Designation of specific responsibilities for notifications • Identification of events and conditions requiring notifications • Identification of primary and alternate personnel to notify in various situations • Establishment of time requirements for notifications • Definition of record-keeping requirements 	<p>1. Notification Procedures</p> <ul style="list-style-type: none"> • Specific responsibilities for notifications at the CAD are designated in OPM 10.1, "Procedure for Reporting an Emergency, Unusual or Off-Normal Occurrence." • Events and conditions requiring notifications at the CAD are specified in OPM 10.1. • The identities of primary and alternate personnel to notify in various situations are specified in OPM 10.1. • The establishment of time requirements for notifications is specified in OPM 10.1. • Record-keeping requirements are defined in OPM 10.1. 	<p>1. Notification Procedures</p> <ul style="list-style-type: none"> • None.
<p>2. Notification Responsibility</p> <ul style="list-style-type: none"> • Operations supervisor has ultimate responsibility for notifications. 	<p>2. Notification Responsibility</p> <ul style="list-style-type: none"> • The on-duty Operations Coordinator or the appropriate CAD supervisor has the responsibility for notifications, see OPM 10.1. 	<p>2. Notification Responsibility</p> <ul style="list-style-type: none"> • None.
<p>3. Names & Phone Numbers</p> <ul style="list-style-type: none"> • Include primary and alternate names with phone numbers and pager numbers in a readily accessible place. 	<p>3. Names & Phone Numbers</p> <ul style="list-style-type: none"> • The call list is maintained for the CAD Department in OPM 10.1.a. A notification list for TVDG personnel is included in TVDG OPM 10003, Emergency Notification List. 	<p>3. Names & Phone Numbers</p> <ul style="list-style-type: none"> • None.
<p>4. Documentation</p> <ul style="list-style-type: none"> • Maintain record of notifications. 	<p>4. Documentation</p> <ul style="list-style-type: none"> • The CAD notifications for occurrences are maintained in ORPS records. Also, CAD maintains records of notifications in operations logs. 	<p>4. Documentation</p> <ul style="list-style-type: none"> • None.
<p>5. Communication Equipment</p> <ul style="list-style-type: none"> • Provide adequate equipment to address communication requirements. 	<p>5. Communication Equipment</p> <ul style="list-style-type: none"> • The CAD has teleconference, video-conference, radios, plectrons, public-address systems, internet, modems, fax, e-mail, wireless phone, beeper, and standard phone services. 	<p>5. Communication Equipment</p> <ul style="list-style-type: none"> • None.